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27 JUN 1974

MEMORANDUM FOR: Deputy Director of Security (PTOS)  
SUBJECT : Annual Report Call for FY-74  
REFERENCE : Memo dtd 10 June 74 for DD/PTOS  
from DD/P&M, same subject

Forwarded herewith is the Division's submission  
for the subject report.



Chief, Physical Security Division

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ANNUAL REPORT CALL FOR FY-74

SECTION A. GENERAL

When considered in toto, we regard FY-74 as a year of accomplishment for the Division. Despite some shortages in personnel resources, and an initial period of adjustment following the Office of Security reorganization of July 1973, good progress was realized. However, certain circumstances beyond our control did affect the production which had been projected for FY-74.

Effective 1 July 1973, the Overseas Security Branch (OSB) (formerly the Overseas Security Support Division) was integrated as a branch within the Physical Security Division, with security support responsibilities for Agency facilities overseas. The branch did not become fully staffed until late November 1973. This lack of full staffing, plus the requirement to train newly-assigned officers, accounts, to some degree, for the shortfall in the accomplishment of its survey objectives.

During this reporting period the Safety Branch was understrength by two positions for a total of approximately 14 man-months, due to the death of the Branch Chief and a resignation. As a consequence, there was a concomitant reduction in production.

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- 2 -

The threat of terrorist activity directed against our overseas installations and personnel, as well as threats to the personal safety of such personnel by hoodlums and thieves, necessitated four unscheduled special overseas assignments, which involved approximately twenty man-weeks.

#### SECTION B. PERFORMANCE AGAINST FY-74 OBJECTIVES

##### OBJECTIVE

Develop a program for a continuing evaluation of guard post necessity and the performance of the guards.

##### Accomplishment/Shortfall

The program was initiated in January 1974 and completed in June 1974. The completion date slipped from April to June because of unanticipated heavy commitments in the Headquarters Security Branch, including support rendered to the DCI and senior officials in conjunction with Watergate and other congressional hearings.

#### SECTION C. OTHER FY-74 ACTIVITIES

The Division provides many services of common concern to the Agency. Listed below are some of the major activities followed by accomplishments.

##### ACTIVITY NO. 1

Maintain a program of comprehensive security surveys of all overseas stations and bases in accordance with priorities established in coordination with the appropriate DDO Division, with a visitation rate of each facility of not less than once every 24 months.

##### Accomplishment/Shortfall

Eighty separate security surveys were programmed, whereas a total [ ] of these surveys were actually completed, plus two special (unprogrammed) survey trips, [ ] This represents a shortfall of five surveys due to factors indicated in Section A above.

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ACTIVITY NO. 2



ACTIVITY NO. 3

Conduct 23 fire and safety surveys.

Accomplishment/Shortfall

There was a shortfall of 9 surveys, attributable to a 14 man-month personnel shortage and an unsettled period covering the illness and death of the Branch Chief.

ACTIVITY NO. 4

Conduct six after-hours, unscheduled tests of fire alarm systems in the Headquarters Building to evaluate Security Duty Officer and Federal Protective Officer response.

Accomplishment/Shortfall

Six test exercises were completed with satisfactory results.

ACTIVITY NO. 5

Maintain a capability to respond to emergency security support requirements over and above that normally associated with routine security support and survey coverage.

Accomplishment

The Chief, Overseas Security Branch undertook two extensive TDY trips, in conjunction with the Chief of the Special Security Unit of the DDO, to Africa, the Middle East, Europe and the Western Hemisphere. The primary purpose was to assess the terrorist threat to the personal safety of

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- 4 -

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Agency personnel and dependents from whatever source. Another officer conducted a special survey of [redacted] to establish a security program to offset a serious threat from dissident elements. A third officer responded [redacted]

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SECTION D. RECOMMENDATIONS

A proposed objective of the Division is an upgrading of the Agency safety program by conducting a comprehensive review of the existing program in the light of the requirements of the Occupational Safety and Health Act, by identifying recommendations for improvements, and by implementing these recommendations completely by 30 June 1976. It is anticipated that this objective will require additional staffing in the Safety Branch. Therefore, it is recommended that programming for such a resource increase be recognized at this time.

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Section C.

10. Several special events occurred in Headquarters Security Branch during Fiscal Year 1974 which are reportable in this section. These events are as follows:

a. From 7 through 14 March a total of 500 man-hours were expended by mostly Headquarters Security Branch personnel in the review of 51 tapes maintained in the Security Duty Office in relation to the Watergate affair. Also, all personnel presently assigned to the Security Duty Office or formerly assigned to the Security Duty Office during the period of the Watergate affair were interviewed concerning their knowledge of SDO tapes on the matter.

b. The whole of PTOS was deeply involved in the support of the Agency's first Alumni Day held on Saturday, 11 May 1974. Over twenty PTOS officers supported this event at the gates, parking lots, auditorium, main entrance command center and Security Duty Office.

c. Headquarters Security Branch supported the Agency's Family Visitation Program held on 3, 10, and 17 November and 1 December 1973--all Saturdays. The DD/M&S, DCI, DD/O, and the DD/S&T Directorates were responsible for planning their own programs. PTOS was responsible for inviting and handling of the GSA Federal Protective Officers and their families under the DD/M&S program.

d. Headquarters Security Branch served as a focal point in the Office of Security in support of the operation involving the placement of two chiller units and auxillary material into the South Courtyard of the Headquarters building by a U.S. Army Sikorsky Skycrane (CH54) on Sunday, 24 February 1974.

e. Headquarters Security Branch personnel met with and gave support to the visit to the Headquarters compound of TV Network personnel from NBC, ABC, and CBS on Sunday, 26 August 1973. For the first time in the Agency's history the TV press was allowed to photograph the Headquarters building and all the grounds. They were escorted and hosted by the Headquarters Security Branch personnel throughout the exercise. The same arrangement was again conducted for UPI and the Washington Post on Sunday, 16 September 1973.